



SPACE AND MISSILE SYSTEMS CENTER DEPOT WORKLOAD CERTIFICATION WORKSHEET

1 Aug 2004

A Workload Certification is required before using Interim Contract Support (ICS) for depot level maintenance and when a current year change in the budgeted dollar amount of depot level workload (as reported in 50/50 Data Call) will increase or decrease annually by \$100K or more. SMC/LG signs all Workload Certifications.

Workload Certification review/approval dollar thresholds are as follows:

(1) Interim Contract Support (ICS) ICS can be used for depot level maintenance to provide system support while the permanent long-range depot concept (approved via the SORAP) is being established. An approved Workload Certification is required before using ICS for depot level maintenance.

- ICS up to \$750K annually requires SMC/LG approval (SMC/LG notifies AFMC)
- ICS more than \$750K annually requires SMC/LG and HQ AFMC review/approval

(2) Current year change of \$100K from the budgeted dollar amount of depot level workload

A Workload Certification is required if there is a current year change of \$100K or more (annually) on an existing contract from the budgeted amount of depot workload (identified by EEIC - Element of Expense Investment Code) reported in the yearly Title 10 USC 2466 Data Collection. A Workload Certification will be completed as soon as it becomes known that the budget (current year) will increase or decrease by \$100K. This applies to CLS, ICS or any similar contract. See the "Include/Exclude" list below for details on which type of depot efforts/tasks are affected by this policy. The baseline for the projected contract depot maintenance budget for SMC systems will be the Phase 2, Outyear Projections, of the yearly Title 10 USC 2466 Data Collection.

- Changes of \$100K - \$750K annually requires SMC/LG approval (SMC/LG notifies AFMC)
- Changes of more than \$750K annually requires SMC/LG and HQ AFMC review/approval

The Workload Certification Include/Exclude list (attached below) will help determine which depot level efforts/tasks are "actually" depot activities, all of which require SORAP and/or Workload Certification approval and are captured in the Title 10 2466 "50/50" data collection. The Include column is a list of activities considered by the Title 10 USC 2460 definition to be depot maintenance. The items on the exclude list are a sample of activities that could be accomplished by a depot entity (organic or contract) but are not considered depot level maintenance by the Title 10 definition. The main reason for this list is to show that, for example, not every Engineering Change Proposal (ECP) will require a Workload Certification.

WORKLOAD CERTIFICATION WORKSHEET

SPO: _____ Program Name: _____

Acquisition Phase: _____ IOC Date: _____ Logistics Manager: _____

EEIC: _____ PEC: _____

(a) Depot Workload Description (Hardware/Software/Crypto):

(b) Reason for Depot Workload Certification (ICS or Workload Change). If this is an ICS contract, provide expected date of permanent source of repair decision:

(c) **ICS** show estimated contract value (best estimate and not-to-exceed) of contract by fiscal year in the “New” row.

Change in Budgeted Position show current contract depot budgeted position (reported in 50/50 Data Call) and the new “changed” estimated by fiscal years (if more than one FY). Identify the total increase or decrease in the budgeted position in the “Total Change” column.

ESTIMATED DEPOT REPAIR COST (Then Year Dollars (\$000))

	<u>FY</u>	<u>FY</u>	<u>FY</u>	<u>FY</u>	<u>FY</u>
Current	\$	\$	\$	\$	\$
New	\$	\$	\$	\$	\$
Total Change	\$	\$	\$	\$	\$

(e) Provide mission impact if requested action must be delayed (if required by Air Force Title 10 compliance requirements):

SMC COORDINATION/APPROVAL

(System Name)

Approval is for ICS for the amount and period specified on the worksheet_____

Approval is for the contract workload change as specified on the worksheet_____

SIGNATURE

DATE

LOGISTICS MANAGER

Printed Name/Organization

SINGLE MANAGER

Printed Name/Organization

SMC/LG

Printed Name

.....
ICS and Workload Changes more than \$750K annually require SMC/LG and HQ AFMC/LG approval

HQ AFMC/LG

Printed Name

Attachment

SMC WORKLOAD CERTIFICATION DEPOT-LEVEL MAINTENANCE INCLUDE/EXCLUDE LIST

INCLUDE

- Analytical Condition Inspection (ACI)
- Contract Depot Field Teams
- Decommissioning/Demilitarization
- Depot Materiel (consumable and recoverable)
- Extended/Negotiated Warranty
- Hour based support
- Logistics/Program Support
- Maintenance (Shop Floor) Engineering
- Modification Install (depot level)
- Over and Above
- PDM
- Repair/Overhaul - Recoverable Items/Special Repair Activity
- Software Maintenance
- Speedline

EXCLUDE

- Advisory and Assistance Services (A&AS)
- Contract Operated & Maintained Base Supply (COMBS)
- Engineering Support/Services
- Field Service Teams (Org & Inter Maint)
- Mod Kit/Kit Procurement
- Spares Procurement
- Sustaining Engineering
- Tech Data Maintenance

TASK DEFINITIONS

INCLUDE:

Analytical Condition Inspection (ACI): A systematic disassembly and inspection of a representative sample of end item to find hidden defects, deteriorating conditions, corrosion, fatigue, overstress and other deficiencies in an aircraft structure or systems. ACIs are normally over and above those inspections specified in a technical order or PDM work specification.

Contract Depot Field Teams: Under CLS or other contract, contract personnel dispatched from vendor to field location. When task is complete, team returns to vendor home location

Decommissioning/ Demilitarization: Activities involving the preparation of an item for disposal or salvage. Usually involve destruction, recovery or removal of militarily sensitive or precious/hazardous materials or components.

Depot Materiel (consumable and recoverable) all material and government furnished material, both consumable and recoverable items. Should be included in the unit repair rates or as a factor of production.

Extended/Negotiated Warranty: Warranty terms beyond standard product warranty.

Hour based support: “Power by the hour”, this relates to a more specific type of CLS/ICS type contract where the government pays an hourly rate to a contractor that covers the support cost for an entire program.

Logistics/Program Support: Management activity of depot level maintenance (factors of production). Tasks included would be program management, scheduling, planning, etc.

Maintenance (Shop Floor) Engineering: Engineering activities in direct support, and usually co-located with depot maintenance functions.

Modification Install (depot level): The direct labor associated installation of hardware for the purpose of modifying a system/sub-system at the depot level.

Over & Above: Unprogrammed depot workload not previously identified in an original contract or work order.

Programmed Depot Maintenance (PDM): Depot level inspections and maintenance scheduled on a cyclic basis.

Repair/Overhaul - Recoverable items/Special Repair Activity: Direct labor repair activities performing depot level maintenance.

Software Maintenance: Efforts to change a software product after operational acceptance to correct faults (corrective maintenance), improve performance or other attributes (perfective maintenance), or to adapt the weapon system to a changed environment within the bounds of existing top-level system specification (adaptive maintenance). The software maintenance process includes problem/change identification and classification, analysis, design, implementation, regression/system testing, acceptance testing, and delivery. Definition adapted from DoDD 4151.18, Maintenance of Military Material, and IEEE STD 610.12-1990.

Speedline: A streamlined process used to perform specific depot maintenance services or modifications

EXCLUDE:

Advisory & Assistance Services (A&AS): See Engineering Support/Services.

Contract Operated & Maintained Base Supply (COMBS): Base supply, materiel turn-in, and distribution functions performed by a contractor, usually as part of a CLS contract.

Engineering Support/Services: Same as A&AS. Tasks associated with general technical and engineering support services such as technical analysis, database development and maintenance, cost analysis, document preparation, special studies, etc.

Field Service Teams: Field representatives located permanently on-site performing organizational or intermediate-level and COMBS operations.

Mod Kit/Kit Procurement: Purchase of modification kits (not including installs)

Spares Procurement: This is related to item management type functions - unless in support of depot maintenance activities.

Sustaining Engineering: Engineering tasks associated with all aspects of product support. Includes tasks related to reliability and maintainability analysis, product design, tech data development and changes, etc.

Tech Data Maintenance: Contractors maintaining government depot tech orders or contractors maintaining commercial depot tech data (commercial maintenance manuals).